



ST. DAVID'S
EPISCOPAL CHURCH & SCHOOL



Property GM & Trustees Report

May 31, 2018

St. David's Episcopal Church and School
43600 Russell Branch Parkway
Ashburn, Virginia, USA 20147
property@sdlife.org

Overall

Repair Reserve Required Funding for Summer work:

Duct Work for \$5,500
Parking Lot repair (cracks and potholes) \$14,000
School & Church Classroom Interior Painting – Still Getting Quotes, but School Leadership wants it done before School starts
Trees – Trees need to be done, sooner, rather than later; limbs down and concerned for safety during summer camps and VBS

JAM notified us of Two Campus power outages that happened during the lunch hour one afternoon. All of their computers rebooted OK. Trustees checked the campus and timers that Friday night to be sure things were OK.

Trustees & GM held their quarterly Property meeting on 5/19

Ehrlich Exterminating was called for bees swarming near the school and office and ants in the school and in the Church ARK & Adult Ed room

Buildings

Church

Contracted Roofing and More to perform required repairs and maintenance on church roof – originally scheduled for the week of June 11, had to be rescheduled to the week of REACH, by the contractor.

Surface of air return vents cleaned by trustees with help from a Vestry member and reattached pew card/folder holders.

Replaced 5 faulty light switches at sound board (cause of lights not working)

Multiple alarm trouble calls received for the church air duct (DEV21). Service call and action taken, but alarm happened again, so next step needs to take place.

Mercer Hall (School)

Exterior spigots turned on and crawl space vents opened

Broken bathroom door handle replaced

School Directors sent a request for projects to be done over the summer

1. complete interior painting est. \$5,000 *
2. fix stairs at parking lot entrance – DONE 5/31
3. deck needs repairs and painting *
4. grading and seeding between entrance and JOY pavilion*
5. reseal playground fence*

6. Trees need to be done, sooner, rather than later; limbs down and concerned for safety during summer camps and VBS

*Liz will see about proposals/estimates

Boslaugh Hall (Church Office)

Exterior spigots turned on and crawl space vents opened

Batteries replaced in HVAC Thermostat

Property Management

Trailer waiting on Loudoun County; anticipating approval the first week of June.

VDOT will be installing the Margaret Mercer historical sign.

Marketing purchased the third set of church advertising “sandwich boards”

Discussed placement of church welcome sign on Regency property (requires their approval)

Ongoing discussion with Mark Boyer and Richard Decker on their cutting down of dead trees for church projects – put on hold from last July

Reviewing contract/proposal from Regency (shopping center to our South) concerning rental of 20-40 weekend evenings of church parking spaces for their restaurant patrons. Now waiting for their response to our last contact.

The GM has scheduled repairs and painting of the church roof and has plans ready to go for the repairs to the parking lot

Church Cemetery and Columbarium's

Ground settling at Father Johnson's grave due to heavy rains and air pockets around the Concrete Vault for his Casket. Provided some TLC by refilled holes and monitoring. More will be done once ground stabilizes to finish it.

Interment of Barb Bracebridge family member – Completed on May 12th

Pending Actions:

Interment of David Olson in Columbarium niche sold to Kathy Olson; on hold for Family scheduling with Fr. Will

